

Appointments

Recreation: The Recreation Commission Chairman and Director are scheduled to meet with the Board of Selectmen. The Commission has recommended reappointment of two members. The Chairman will be bringing the name of a person to fill the vacancy.

Swain Road (Class VI portion) The residents make the following arguments for why the Town should take over.

“ 1) Town Forest is at the end of our road and gets a lot of traffic. There is room for ~15 cars in the parking lot. 2) The town publicizes this area on their website the area is clearly marked. 3) At certain times of year there are organized hikes and several cars park on the side of the road. 4) The twelve families that live on the road maintain it for others to use. These are the reasons the residents would like to request that the Town take over maintenance of this half mile stretch of road.”

I would suggest the Board ask our engineer and Road Agent to review together in general what they recommend should be done to improve the road and put a price tag on that work.

Safer Grant: This covers about 75% of the cost of a new fire department employee for 3 years. We know the size of the Fire Department will need to increase as it becomes more difficult to get volunteer coverage at certain times. This vote is only for application. If the Town is successful, there will be a later vote to accept. ***Will the Board support applying for a grant for 2 full time employees?***

Action Items:

Internship/Fellowships: One option the Board may want to consider for succession management is planning to hire an MPA student from UNH to do a part-time internship/fellowship this fall. The Board could either then hire a different MPA student for the same purpose in the Spring or as an alternative hire the student from the fall to continue part-time as Deputy Town Administrator with a goal to replacing the Town Administrator on his retirement later in 2019. There is a competitive fellowship program to which the Town can apply before April 13 that has restrictions but picks up 2/3rds of the cost of the student. For that program the expectation is 400 hours spread over 20 weeks costing the Town about \$2,100. The student receives \$5,500. However the Town does not get to select the student. ***What does the Board wish to do?***

General Assistance (Welfare): Every year the Board needs to review whether the schedule of assistance is in line with realistic costs. The data used comes from sources such as the NH Housing Authority, NH Department of Health and Human Services, and US Department of Labor. The new amounts vary as to whether it is the same or an increase based on the data. ***Will the Board adopt the proposed 2018 Schedule of General Assistance?***

Name of this Board and for the members of this Board. The law allows calling Selectmen/Board of Selectmen by other names as outlined in law below:

21:28 Selectmen; Town Clerk. – II. The words "selectwoman," "selectperson," and "select board" may be used interchangeably with "selectman" in all instances, where appropriate. ***Is the Board interested in doing so?***

Bids on Public Safety Building Boiler: Paul Sanders and the engineer who drew up the specifications reviewed the bids and indicated:

After review of the bids, the engineer and I agree that the bid should be awarded to K-Cob (Casey Obrien) saving the town \$9,680. Quality assurance will be confirmed by final inspection with the engineer and the boiler inspection for the Department of Labor.

At the Town Meeting in 2010, article 10, the town voted to establish a capital reserve fund, appropriated \$75,000, & appointed the Selectmen as agents to expend for the "purpose of completing improvements and/or to rehabilitate town-owned facilities". There is just over \$ 73,400 in the fund currently.

Does the Board wish to award the project to replace the Public Safety Boilers to the low bid, K-Cob Plumbing, for \$42,100 and request that amount of money from the 'Town Buildings Preservation and Rehabilitation Fund' Capital Reserve from the Trustee of the Trust? (please be sure to include the source of funds in the motion)

FEMA Grant through Barrington as the sponsor for Community Mutual Aid Association (CMAA): The Town made application for an Air Van/Rehab unit. Barrington's only contribution comes through annual dues and being the clearing house for the money. There are basically three vendors under consideration by CMAA but rather than doing a new specification, Community Mutual Aid Association would like to use the Federal GSA contract specifications and get quotes from at least three vendors which meet that specification. ***Will the Board accept the Federal GSA contract specifications and allow the CMAA to obtain three quotes from the list of approved GSA vendors that meet the requirement for the vehicle?***

Date of All Boards meeting. I would suggest the Board select April 30 (fifth Monday) since there are no conflicting meetings scheduled at this time for that date. ***Does the Board wish to set April 30 as the date for the all boards meeting?***

Sale of Tax Deeded Land: I propose putting out for bid the following properties.

- Map 102 lot 74 on Long Shore Drive 0.3 acres 35 feet wide at road, 50 feet on water, 320 feet deep.
- Map 102 Lot 75 Long Shore Drive .74 acres; (abuts Lot 74)
- Map 224 Castle Rock Parcels 56 (.22 acres), 63 (1.7 acres), 64 (1.3 acres), 65 (.59 acres), 70 (.18 acres);
- Map 115 Lot 36 plot 1 Young Road .67 acres

I recommend the Board not sell Map 224 lot 60 (3.6 acres at end of Castle Rock) as there is a steep hill and no turn around. The Fire Chief has concerns if anyone were to build upon it. The Board may want

to limit the sale of one or more of these lots to abutters only. The board can also discuss how to make people aware of the sale. ***What does the Board wish to do?***

Update of Legal Memos: The town limits the way officials contact attorneys. It is based on the theory that no one member of a Board has legal authority to act apart from a legally convened meeting. The requirement is that the Board member gets the Board to agree on the question before asking it to the attorney. Since the attorney represents the Town, it also does not allow the general public to ask our attorneys questions. The town administrator and certain staff are allowed to ask questions and we do consider passing along questions individual board members have if we believe it is important.

Incidentally NHMA and our paid attorneys will not answer questions from the general public as the Town government is the client, not the general public. This also allows certain staff members to raise questions that come up during the course of ordinary business. The memo to attorneys who are paid out of the town legal line does not have individual names and therefore does not need an update. I include it for reference. With the attorneys whom we pay, the guidelines help the town control costs. I include later in this report the two memos. For the letter to the NHMA attorneys, I have changed the names to reflect the current chairmen. ***Does the Board wish to adopt the revised NHMA memo?***

Information:

Paving Bids: It is the month to put together paving bids for the Board to review. The Board has expressed some interest in the past to redoing the plan, but not wanted to fund an update to the paving plan. The last direction was for Peter to develop a list of roads, bring it to the Board and develop an RFP for the Board to review. He has a list of 5 roads from the plan that were slotted for this year which I will send to you. He would also like to do wearing course over some of the roads paved in the past to improve their longevity.

Rebroadcast of meetings: A link can be found on our website to watch the rebroadcast of Selectmen meetings on YouTube. We are considering doing this for Planning Board Meetings as well.

Truck Bids: The Ford dealer which had bid on the 2017 Ford 550 indicated it had been sold while awaiting a response from the Town. The dealer has agreed to order a 2018 model with the same specifications for the same money.

Economic Development Route 125/Pierce Road Property: Barry Gier, engineer doing work for Hard Rock indicated:

We are in the design stage now. The next submission date is April 10th for the May 1st Planning Board hearing. I anticipate we have a couple of weeks of work to finish the design, so this would put us right on schedule to submit April 10th. Due to the snow cover, our Archaeological Study and the Soil Study are running behind, but we expect to have these ready by then as well. As you know, the Alteration of Terrain permit typically has the longest approval time. You should plan on a 3-month time-frame once submitted to obtain the Alteration of Terrain. This would put us in July for the Alteration of Terrain approval.

Court of Honor Eagle Scout Elijah William Obrey: April 21, 2018 2 PM-3:30 PM Barrington Town Forest, Swain Road, Barrington, NH presentation short hike to amphitheater.

GOALS 2016 BARRINGTON SELECT BOARD Adopted 7/25/2016

- I. Establish a technology committee to develop and improve the town's use of technology.**
 - A. Develop plans for upgrading software and hardware associated with municipal operations that is fast and efficient for municipal employees and town residents.**
 - 1. Develop a list of all current hard, software in use and licensing/ownership costs.**
 - 2. Review and evaluate current systems vs other town systems vs recommended systems.**
 - 4. Review hardware replacement schedules.**
 - 5. Review redundancy and back-up systems.**
 - 6. Review the phone system and Internet connectivity to decide whether to buy phones, change providers or continue with current lease arrangements.**
 - B. Develop a plan to expand scanning of legacy documents**
 - 1. Review record retention laws and the current revisions under consideration.**
 - 2. Develop a scanning protocol for electronic record storage.**
 - 3. Review which areas of records require judgment (e.g. old/new map and lot #/pre 911 addresses, etc.) and which could be done by minimally trained temp.**
- II. Using existing documents review and recommend long term plan for space needs for all Town functions including Recreation, Library, Fire, Police, Public Works and Town Office functions.**
- III. Review and recommend changes on personnel polices**
 - A. Review Succession Management Plan**
 - B. Review & revise Personnel Plan**
 - C. Review compensation plan including merit and/or current placement on existing grades.**
- IV. Encourage economic development**

- A. Consider infrastructure and park development, including Redemption Road and “Eco-Park” on Route 125.
- B. Develop & implement strategies to be more “business-friendly” encouraging both new business and retention of existing businesses.

IV. Budget

- A. Review by September 1 the recommendations by the ABC and decide what changes will occur in the Budget process.
- B. By September 1 set a target % budget change, set the COLA and whether or not there are steps (subject to III section review).

Updated Memos for attorneys changing date & names

Please limit responses to legal inquiries to the following positions (with current incumbent listed). The Town Administrator will be the contact for changes in this list. Questions from the various Boards, Committees and Commissions will be in writing and as a result of a decision at a meeting as to the specific content and form of the question. The Town Administrator will be included as a cc on all requests other than from the Library or Moderator.

Town Administrator John Scruton

The Chairman of the following Boards & Commissions raising a question of their member(s).

Board of Selectmen	George Bailey
Planning Board	James Jannison
Zoning Board	Karyn Forbes
Library Trustees	Lindsey Maziarz
Recreation Commission	Lisa Allis
Conservation Commission	John Wallace
Advisory Budget Committee	Peter Royce

Others:

Moderator	Stan Swier
Town Planner	Marcia Gasses
Code Enforcement	John Huckins

Library Director

Melissa Huette

Policy on questions for the town attorney when the payment will be coming from the town legal line.

Only the following positions, boards and committees may directly submit a question to the Town Attorney. The following Boards & Commissions may raise a question provided the content of the request was agreed to by a majority of the members at a meeting. The question will be submitted by the chairman or staff. The Town Administrator shall be consulted first, retains the right to refuse the submittal, subject to appeal to the Board of Selectmen, and will be included as a cc.

Board of Selectmen, Planning Board, Zoning Board, Recreation Commission, Conservation Commission, and Advisory Budget Committee.

Individuals: Town Administrator, Town Planner, Code Enforcement

The Town Administrator will be included as a cc on all requests. The Town Administrator will use his judgment on submission of questions coming to him from other individuals. The Town Administrator may designate a person to contact the attorney in his/her absence.